



**STATE ASSESSORS BOARD
REGULAR MEETING MINUTES OF JUNE 20, 2008
State Treasurers' Board Room, Richard H. Austin Building
430 West Allegan Street, Lansing, Michigan**

CALL TO ORDER: The June 20, 2008 meeting of the State Assessors Board was called to order at 9:30 a.m. in the State Treasurers' Board Room in the Richard H. Austin Building, 430 West Allegan Street, Lansing, Michigan.

ROLL CALL: Members present: Lisa A. Hobart, Chairperson
Raman A. Patel, Vice Chairperson
Maxine J. McClelland, Member
Frederick W. Morgan, Member

Member absent: Henry O. Allen, Member (excused)

Staff present: David C. Lee, Executive Secretary

APPROVAL OF MINUTES: It was moved by McClelland, seconded by Patel, and unanimously approved to adopt the regular meeting minutes of the May 23, 2008 meeting of the State Assessors Board as presented.

PUBLIC COMMENT: There was no public comment.

EDUCATIONAL PROGRAMS:

1. It was moved by Morgan, seconded by McClelland, and unanimously approved to receive and file the communication from the Executive Secretary regarding six-hour renewal evaluations.
2. It was moved by Patel, seconded by Morgan, and unanimously approved to receive and file the communication from the Executive Secretary providing an on-line renewal program update.
3. It was moved by Patel, seconded by McClelland, and unanimously approved to approve a one-year pilot project for demonstration narrative appraisal grading and to authorize the Executive Secretary to implement the project.
4. It was moved by McClelland, seconded by Patel, and unanimously approved to grant approval to the level 3 experience qualification requests of Mr. James S. Allen, Ms. Rebecca A. Baiocco, Mr. Brian Busscher, Mr. Timothy E. Kettinger, Ms. Warsha D. Kulkarni, and Mr. Brian D. Small.

CERTIFICATION LEVEL MATTERS: It was moved by Morgan, seconded by Patel, and unanimously approved to waive the level 4 unit requirements for China Township and East China Township, St. Clair County, on the basis that a level 4 assessing officer has assumed responsibility for assessing the power plant property that causes the Townships to exceed the commercial/industrial state equalized value stated in the level 4 unit requirements.

CERTIFICATION APPLICANTS: It was moved by McClelland, seconded by Morgan, and unanimously approved to grant formal approval to the list of certification applicants provided to the Board. The list of certification applicants which was approved by the Board and the certification totals presented to the Board were as follows:

**Certification Applicants
June 12, 2008**

Level 1

Bastien, Richard
Bohling, LeRoy
English, Charles E.

Fedie, James E.
Harless, David E.
Jaafar, Nabil

Lampkin, Tony L.
Vlad, Elena Tatiana

Level 2

Baumeister, Shelly
Bono, Kathy

Cross, Ronald
Hillestad, Karen A.

Keller, Deborah J.
Smith, Sabrina

Level 3

Zakrajsek, Sharon

**Certification Totals
June 12, 2008**

Level 1	610
Level 2	973
Level 3	905
Level 4	<u>147</u>
Total	2,635

FIRST CLOSED MEETING: A closed meeting was permissible under the Open Meetings Act, Michigan Compiled Law (MCL) 15.268(h). (See also the Freedom of Information Act, MCL 15.243(1)(b)(ii), 15.243(1)(d), and 15.243(1)(k) and the Open Meetings Act, MCL 15.267(2).) A motion was made by Morgan and seconded by Patel to go into closed session. A roll call vote occurred: Hobart—yes, Patel—yes, McClelland—yes, and Morgan—yes. The motion was unanimously approved.

A closed session was held for the following items:

1. Discussion of the closed meeting minutes from May 23, 2008
2. Discussion of May 2008 course examination results
3. Informal revocation hearing for revocation petition 07-0001
4. Informal revocation hearing for revocation petition 08-0018
5. Discussion of an assessing practices matter
6. Discussion of an assessing practices matter

7. Discussion of an assessing practices matter
8. Discussion of revocation petition 07-0029
9. Discussion of revocation petition 08-0016
10. Discussion of revocation petition 08-0019
11. Discussion of revocation petition 08-0020
12. Discussion of revocation petition 08-0021
13. Discussion of revocation petition 08-0022

A motion was made by Patel and seconded by McClelland to return to open session. A roll call vote occurred: Hobart—yes, Patel—yes, McClelland—yes, and Morgan—yes. The motion was unanimously approved.

OPEN MEETING ACTIONS ON FIRST CLOSED MEETING ITEMS:

1. It was moved by Patel, seconded by McClelland, and unanimously approved to adopt the closed meeting minutes of May 23, 2008 as presented.
2. It was moved by Morgan, seconded by Patel, and unanimously approved to approve the May 2008 course examination results.
3. It was moved by Patel, seconded by McClelland, and unanimously approved to dismiss revocation petition 07-0001.
4. It was moved by Morgan, seconded by Patel, and unanimously approved to proceed to a formal revocation hearing with regard to revocation petition 08-0018.
5. It was moved by Patel, seconded by Morgan, and unanimously approved to commence a revocation proceeding on the Board's own initiative for the assessing officer named in the first assessing practices matter presented to the Board.
6. It was moved by Patel, seconded by Morgan, and unanimously approved to commence a revocation proceeding on the Board's own initiative for the assessing officer named in the second assessing practices matter presented to the Board.
7. It was moved by Morgan, seconded by Patel, and unanimously approved to commence a revocation proceeding on the Board's own initiative for the assessing officer named in the third assessing practices matter presented to the Board.
8. It was moved by Patel, seconded by Morgan, and unanimously approved to dismiss revocation petition 07-0029 and to retain a copy of the revocation petition documents in the certification file of the (former) assessing officer named in the petition in case the (former) assessing officer attempts to become certified again.

9. It was moved by McClelland, seconded by Patel, and unanimously approved to dismiss revocation petition 08-0016.

10. It was moved by Morgan, seconded by Patel, and unanimously approved to dismiss revocation petition 08-0019.

11. It was moved by Morgan, seconded by McClelland, and unanimously approved to ask the assessing officer named in revocation petition 08-0020 to respond in writing to the allegations contained in the petition.

12. It was moved by Morgan, seconded by McClelland, and unanimously approved to ask the assessing officer named in revocation petition 08-0021 to respond in writing to the allegations contained in the petition.

13. It was moved by Patel, seconded by Morgan, and unanimously approved to dismiss revocation petition 08-0022.

SECOND CLOSED MEETING: A closed meeting was permissible under the Open Meetings Act, MCL 15.268(h). (See also the Freedom of Information Act, MCL 15.243(1)(k).) A motion was made by Patel and seconded by McClelland to go into closed session. A roll call vote occurred: Hobart—yes, Patel—yes, McClelland—yes, and Morgan—yes. The motion was unanimously approved.

A closed session was held for the following item: oral examination for level 4 certification.

A motion was made by Patel and seconded by Morgan to return to open session. A roll call vote occurred: Hobart—yes, Patel—yes, McClelland—yes, and Morgan—yes. The motion was unanimously approved.

COMMUNICATIONS: A communication from Ms. Elizabeth H. Keller, Assessor of the City of Escanaba, thanking the State Assessors Board for its efforts to establish testing sites in the Upper Peninsula and expressing appreciation for Chairperson Hobart's appearance at a meeting of the Upper Peninsula Assessors Association was discussed.


OTHER BUSINESS: It was moved by Patel, seconded by McClelland, and unanimously approved to deny the request of the assessing officer named in revocation petition 06-0009 to alter the Board's official order with respect to that revocation petition.

ANNOUNCEMENTS: The next meeting of the State Assessors Board is scheduled for July 14 and 15, 2008 at 9:00 a.m. at the Michigan Association of Equalization Directors annual conference at the Mission Point Resort on Mackinaw Island.

ADJOURNMENT: It was moved by Patel, seconded by Morgan, and unanimously approved to adjourn the meeting. The meeting adjourned at 12:43 p.m.

Date minutes typed: June 29, 2008

Date minutes approved: 7-14-08



Lisa A. Hobart, Chairperson